

OSA 3426-63

21 June 1963

MEMORANDUM FOR : Acting Deputy Director (Research)

SUBJECT : Comments on Agency Briefing Program

REFERENCE : Memo for Executive Committee from Executive Director,
dated 11 June 1963; Subject: "Agency Briefing Program"
(ER 63-4754)

1. It is interesting to see that Mr. Kirkpatrick's staff has been able to identify and separate the various categories of individuals to be briefed, and that he has then gone on to categorize people in the Agency as to their potential briefing ability. Unfortunately, as in all such artificial breakdowns, I am sure that there will be many times when it will be difficult, if not impossible, to match a briefing for "senior U. S. officials (political)" with a "Category I" briefer. The briefing check list which is attached seems to be another interesting intellectual exercise, but I think it is in slightly too inclusive detail to be useful as an SOP for briefing, especially of the kind conducted in OSA.

2. On the theory that these comments of mine will remain principally in-house, I think it fair to say that most of the qualified briefers I have heard in this Agency have not come from the Office of Training which is giving the course. I also think the course, as outlined on Page 5 of the attachment, is too long in terms of course content and spread out over too great a period of time. I can see a one-week course, given half days perhaps, as being much more acceptable than the way this is programed. Having only recently been subjected to an unexpected requirement to brief the Joint Chiefs of Staff on a subject of concern to OSA when I went into the meeting not realizing that I was going to open my mouth, I appreciate the requirement for some form of instruction in thought organization. Therefore, please do not interpret my comments as being in the vein of "against motherhood or the American flag". Finally, I also question how much some of our technical people will be able to profit from a course in elocution; however, a good friend of mine in World War II conducted a course like this at the Naval War College, where as he put it, he concentrated on "keeping the

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Admirals from stuttering and pulling the buttons off their jackets while conducting briefings". Maybe there is some good in it after all.

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(Signed)

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for [REDACTED]
Deputy Assistant Director
(Special Activities)

Attachment

ER 63-4734

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